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Northeastern University

New Haven Division

Evening Engineering Institute

22-23

Young Men's Christian Association
52 Howe Street
New Haven, Connecticut

CALENDAR FOR 1922–1923

September 11–16	Examinations for Entrance and Removal of Conditions.
September 25	Opening of First Semester.
October 12	Columbus Day (no classes).
November 30	Thanksgiving Day (no classes).
December 23–January 1 (inclusive)	Christmas Recess.
January 22–26	Mid-year Examinations.
January 29	Opening of Second Semester.
February 22	Washington's Birthday (no classes).
April 19	Patriots' Day (no classes in Massachusetts).
May 21–25	Final Examinations.

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NORTHEASTERN UNIVERSITY

Historical Sketch

THE incorporation of Northeastern University of the Boston Young Men's Christian Association in March, 1916, marked the culmination of a notable achievement. The University is not a new institution, but the realization of an ideal carefully worked out and persistently followed for a period of many years.

Today the University is made up of the following degree granting schools: the School of Law, established in 1898 and incorporated in 1904 with the LL.B. degree granting power; the School of Commerce and Finance, founded in 1907 and incorporated in 1911 with the privilege of conferring the B.C.S. and M.C.S. degrees; the School of Engineering, opened in 1909 and vested in 1920 with the degrees of B.C.E., B.M.E., B.E.E. and B.Ch.E.; and the School of Business Administration, opening in September, 1922 and conferring the degree of B.C.S. The non-degree granting schools are as follows: the Evening Polytechnic School, founded in 1913; the Huntington School for Boys, opened in 1909; the Northeastern Preparatory School, organized in 1897; the Vocational Institute, founded in 1921; the Evening Engineering Institute, operated only in the Divisions, founded in 1922; and the Department of University Extension, organized in 1922.

Divisions of the University are conducted by the Young Men's Christian Associations in Worcester, Springfield, Providence, New Haven, and Bridgeport, where complete courses of one or more of the following schools are offered: School of Commerce and Finance, School of Law, Evening Engineering Institute and Preparatory School. The work of the Department of University Extension is offered in each of the Divisions.

The Department of University Extension has been organized to carry the work of the University to cities and communities throughout New England. It comprises Home Study Courses in 275 subjects offered in conjunction with the United Y. M. C. A. Schools, and Resident Extension Classes in cities, communities, industrial and business concerns throughout New England. This latter phase usually comprises not more than single courses or a one-year curriculum of any

School. Branches of the University operate in Lynn, Malden and Newton, offering the first year of the School of Commerce and Finance Curriculum and short term courses.

Organization

The Evening Engineering Institute is operated only in the Divisions of the University at Worcester, Springfield, New Haven and Bridgeport. The relationship to the University is the same as that of any other School. The courses of study, standards, and graduation requirements are subject to the approval of the University officials. The responsibility for policies and general supervision rests with the General Officers of the University, while the responsibility for the execution, details of program, and handling of the student body rests with the authorities of the Division.

The Faculty

Realizing that the progress of the student is largely dependent upon proper and sympathetic instruction, each Division selects only those instructors who have had a thorough technical training and who are qualified to teach their subjects. In most cases the instructors are engaged during the day in positions where their work parallels what they teach. This insures the student receiving the most up-to-date and practical instruction.

The Student Body

The men who make up the student body may be grouped as follows:

1. Men who are employed in skilled trades and who desire to know more of technique of the engineering processes with which they are engaged.

2. Men who have had some trade or technical training and who wish to continue with more advanced work.

3. Men who desire to prepare for positions of greater executive and shop responsibilities.

The student body is largely made up of men from industries, though nearly every vocation is represented. The men are relatively mature, averaging about 25 years of age. The contact with men of various industries and fields of work is of great value in aiding the personal development and progress of the student.

ADMISSION REQUIREMENTS

The following requirements must be met before a student is admitted as a candidate for Graduation:

1. Applicant, if not a high school graduate, must be at least eighteen years of age.

2. Preferably he should be a High School, Technical or Trade School graduate, but if not he must present evidence of satisfactory completion of the following subjects:

   (a) Algebra to Quadratics.

   (b) Plane Geometry.

   (c) One year of English.

Those who have not had the necessary training to meet the above requirements may qualify for admission by completing the Pre-Engineering Course arranged especially for those who need additional preparation before entering the School.

Through the Northeastern Preparatory School and the Department of University Extension, opportunity is afforded for additional preparation for admission to the School.

Special Students

Those desiring to take only one or two subjects may arrange to do so. The student should be sure that he has the necessary preliminary training to carry the special subjects he may select.

Enrollment

Students are urged to consult the Director, or Associate Dean, as to the course to be selected, admission requirements, and other details, before enrolling. The School office is willing and ready at all times to advise with and assist the student in choosing his courses and planning his future career.

Students are urged to get their enrollments in early and avoid the delay that comes with late enrollments.

Advanced Standing

Credit may be granted toward the Diploma for work completed in parallel courses in other schools of equivalent grade upon presentation of evidence of the satisfactory completion of such work to the Institute.

Graduates of Technical High Schools and approved Trade Schools may be granted credit not in excess of the first year's work providing the Institute is satisfied that the content of work accomplished in these schools is equivalent to the work required during the first year in the Institute.

At least one full year's work must be completed in the Institute in order to graduate, irrespective of the amount of advanced credit allowed.

Students not presenting credit from other schools but having a working experience in drafting rooms may be assigned advanced work in the first year Mechanical Drawing Course. Such students will not be excused from taking drawing and maintaining regular attendance upon class.

Attendance

A student must attend at least 75% of the class sessions of a course and make a grade of 60% in order to receive credit. If the attendance is between 50% and 75%, satisfactory excuses must be presented and the student must pass his course with a grade of 70%.

Examinations

Final examinations are held at the end of each course. No mid-year examinations are given for courses which continue throughout the year.

Students who fail to pass examinations may take make-up examinations when the next regularly scheduled examination takes place, or at the regular make-up examination time in September, upon payment of a $2.00 fee for each examination.

Grades

The following system of grading is used:

A= 90—100
B= 80— 89
C= 70— 79
D= 60— 69
F = Below 60—Failure

A student must receive a grade of at least 60% or more in a final examination in order to receive credit for that subject.

TUITION FEES

Full Course

Application Fee:

Payable on initial application	$5.00
Yearly Tuition Fee (including limited Y. M. C. A. membership)	$60.00

This fee is payable as follows:

September 25	$25.00
November 15	20.00
January 15	15.00

Single Subjects

These rates are in addition to the limited Y. M. C. A. Membership. If two or more courses are taken a $2.00 reduction is made on each course after the first.

Advanced Electricity	$12.00	Heat Engineering	$12.00
Advanced Engineering Drawing	20.00	Highway Engineering	12.00
Algebra	12.00	Hydraulics	12.00
Applied Electricity	12.00	Labor Problems	20.00
Applied Mechanics	20.00	Logarithms and Slide Rule	7.00
Business Letters	20.00	Machine and Tool Design	20.00
Contracts and Agency Law	20.00	Materials	12.00
Economics	20.00	Mechanical Drawing	20.00
Electrical Laboratory	12.00	Power Plants	7.00
Electrical Machinery	12.00	Practical Physics	30.00
Engineering Drawing	12.00	Shop Management	12.00
Engineering Mathematics	20.00	Shop Problems	12.00
Factory Organization	20.00	Strength of Materials I	12.00
Foremanship	20.00	Strength of Materials II	12.00
Foundations	12.00	Structural Engineering Drawing	12.00
Geometry	7.00	Topographical Drawing	12.00
		Trigonometry	12.00

Diploma Fee

Diploma Fee: $5.00

This fee must be paid on or before March 1st.

Refunds

As the University assumes the obligation of carrying the student throughout the year when the student registers, and as the University provides the instruction and accommodations on a yearly basis, the Committee on Refunds has ruled as follows:

A. Applications for refunds must be presented within sixty days after withdrawal from school.

B. Credits or refunds may be granted only as stated below:

1. Cash refunds may be granted only in cases where students are compelled to withdraw on account of personal illness. The application must be accompanied by a satisfactory certificate from a physician.
2. The unused portion of the tuition paid by the applicant may be placed in suspense and used at some future time by the applicant to apply upon tuition in any School in Northeastern University, provided it is used within two years. This action is taken providing the reasons as set forth in the application meet with the approval of the Committee on Refunds.

Requirements for Graduation

In order to graduate and receive the Diploma, the student must meet the following conditions:

1. Meet the Admission requirements.
2. Complete satisfactorily the prescribed three-year course.
3. Fulfill the attendance requirements.

PROGRAM OF STUDY

The courses of this School are so planned and conducted as to give those who desire to qualify as engineers, superintendents, production managers, foremen, mechanics, draftsmen, designers, power plant operators, engineering department assistants, and electrical workers, an opportunity to secure a supplementary training to their present work or to prepare for the position they may want to occupy. A major consideration is to make available through these courses an effective training within the shortest possible time consistent with thoroughness.

The first and second years of the curriculum are required of all students who expect to receive the Diploma. The instruction given during these two years is basic to a thorough understanding of the more specialized phases of engineering.

During the third year Machine and Tool Design and Factory Organization are required of all regular students. The student is at liberty to select courses totaling nine periods from among those offered as elective by the School. (See note regarding Electives.)

The School is in session three evenings a week with three forty-five minute periods each evening.

Curriculum

FIRST YEAR

First Semester	Periods per week	Second Semester	Periods per week
Algebra	2	Trigonometry	2
Geometry	1	Logarithms and Slide Rule	1
Practical Physics	3	Practical Physics	3
Mechanical Drawing	3	Mechanical Drawing	3

SECOND YEAR

Engineering Mathematics	2	Engineering Mathematics	1½
Applied Mechanics	2	Applied Mechanics	1½
Applied Electricity	3	Electrical Laboratory	3
Strength of Materials I	2	Engineering Drawing	3

THIRD YEAR

Machine and Tool Design	3	Machine and Tool Design	3
Elective	6	Factory Organization	3
		Elective	3

Electives (Note: All these electives are not offered every year. All third-year students should consult the Director or Associate Dean before making up their programs.)

	Periods per week		Periods per week
Advanced Electricity	3	Labor Problems	3
Advanced Engineering Drawing	3	Law of Contracts and Agency	3
Business Letters	3	Materials	2
Economics	3	Power Plants	1
Electrical Machinery	3	Shop Management	2
Foremanship	3	Shop Problems	2
Foundations	2	Strength of Materials II	2
Heat Engineering	2	Structural Engineering Drawing	3
Highway Engineering	3	Topographical Drawing	3
Hydraulics	2		

OUTLINE OF COURSES

The fundamental principles of each subject are presented through lectures, class discussions and by problem assignments. Where possible, visitation trips are made to some of the representative plants for purposes of studying actual conditions. The best and most adaptable text-books are used in each course. The instructors are urged at all times to make the instruction intensely practical but at the same time thorough and of high quality.

No attempt is made in the outlines of the courses given below to list all the detailed contents of these courses. Only the more important sub-divisions of the subject are given.

Synopsis of Subjects

FIRST YEAR

1. Algebra

This course covers a general review of algebra to quadratic equations with a continuation through quadratic equations, ratio and proportion, variation, and the putting of problems into equations. A study of graphs, how to make and use them, and of other technical uses of the subject as applied to Engineering is emphasized.

Prerequisite—Elementary Algebra

2. Geometry

This course is a rapid review of Plane Geometry. It treats of explanations, problems and calculations as related to plane surfaces. The use of formulas and graphs as applied to technical problems is emphasized.

Prerequisite—Plane Geometry

3. Trigonometry

Trigonometric functions; measurement of angles; trigonometric functions of angles; solution of angles; a thorough study of the uses of trigonometry in the engineering field. Consideration of some of the most important graphical problems.

Prerequisite—Courses 1 and 2

4. Logarithms and Slide Rule

Logarithms and how to use them. A study of where logarithms must be used in engineering problems, and also where they may be used to convenience.

In the use of the slide rule, the student is taught how to perform various mathematical calculations, how to locate the decimal point, and the representation of logarithms on the scales.

Prerequisite—Courses 1 and 2

5. Practical Physics

Instruction in the practical application of physical laws to engineering. The course is devoted to the study of mechanics of solids, liquids, gases, heat, light, electricity and magnetism, and the transfer of energy. Practical problems in the field of engineering are given throughout the year. These problems help the student to fix in his mind the application of the principles of physics to engineering.

6. Mechanical Drawing

This course is of an elementary nature and is intended for the student who has had no experience in the use of drawing instruments. Instruction is given in the selection and use of instruments, lettering, applied geometry, orthographic projection, intersections and developments, tracing, and simple plates on machine details, drafting room standards and functions.

Students who have satisfactorily completed the equivalent of this course elsewhere and who present evidence of such completion may substitute in place of this course another course elected from among the electives listed on Pages 18-21.

SECOND YEAR

7. Engineering Mathematics

This course includes the essence of analytical geometry and an introduction to calculus. Problems with engineering application are given, also instruction in the use of the standard hand-books.

Prerequisite—Courses 1, 2, 3, and 4

8. Applied Mechanics

Includes the study of the fundamental underlying principles of engineering. Instruction is given in the following subjects: formation, velocity, resolute and component forces, the graphic and analytical treatment of forces and their application to such structures as cranes, roof trusses, moments of forces and their application in the determination of stresses in beams and cantilevers and centers of gravity, moments of inertia, gyration, problems in designing and construction as applied to mechanics, work and power, potential kinetic energy, the laws of friction and its application to engineering centrifugal forces.

If time permits, study of the simple engine indicator and its uses, the calculation of indicated horse power, steam consumption from the indicator card, brake horse power, and mechanical efficiency will be given consideration.

Prerequisite—Courses 1, 2, 3, 4, and 5

9. Applied Electricity

This course is a study of the elementary principles of electricity in its relation to motive and mechanical production. It includes the study of electrical measurements, simple electric and magnetic circuits, and an introduction to their application in batteries, generators, motors, and controlling devices.

Prerequisite—Course 5

10. Electrical Laboratory

Studies are made of the application of electricity in the industrial and power plants by visitations. Much of this work involves projects for the student to work out through observation. The School does not maintain its own laboratories, but arranges with industries, power plants, and through other local facilities for a first hand study of these problems.

Prerequisite—Courses 5 and 9

11. Strength of Materials I

This includes study of deformation, elastic change of length, properties of materials, beams, theory of beams, reactions, vertical shear, bending moments, column formulas, axial and horizontal shear, fatigue of materials and impact.

Prerequisite—Course 5. Course 7 must parallel

12. Engineering Drawing

This course is a continuation of Course 6 and should include working drawings, dimensions, assembly drawings, sketchings, machine parts, and making drawings from pictorial representation.

Prerequisite—Course 6

THIRD YEAR

13. Machine and Tool Design

This course includes working drawings of machinery with special attention to details and calculations in the designing of machines. Thorough attention is given to the various details of machine designing.

Attention is also given to the standard and special tools and the proper designing of these tools for the lathe, grinders, chucks, and jigs.

Prerequisite—Courses 6 and 12

14. Factory Organization

Factory organization, planning the product, handling the materials, perpetual inventory systems, ordering function, production methods, cost department, foremen, labor management, planning department, building and equipment, relation of production department to sales department.

ELECTIVES

15. Advanced Engineering Drawing

This course consists of the design, calculations, and working drawings of a machine, to be selected by the instructor and the student. The theory and principles of machine design given in Course 13 are applied in this course.

Prerequisite—Course 13

16. Foundations

A course treating of the methods and materials used in the construction and design of the various kinds of foundations used in engineering work. A study is also made of the various soil conditions and the bearing power of each.

Prerequisite—Course 11

17. Foremanship

Instruction consists of a study of the foreman's place in industry. Methods of getting production, departmental relationship, developing interest, materials, and their handling, working machinery to capacity, team work, safeguarding the worker, principles of organization, systems of wage payment, and the art of management.

18. Hydraulics

General consideration of the properties of liquids, transmission of pressure, effect of heat upon pressure, flotation, pressure on gates and dams, flow from orifices and thru pipes, wires and their application, hydraulic gradient, measuring instruments and their uses.

Prerequisite—Courses 5 and 7

19. Shop Management

This course is intended for the man who desires to become more fully acquainted with modern methods of shop organization, management and production, and includes a study of shop organizations, their characteristics and management, apprenticeship training, function of drafting room, standardization of machine units. Tool room methods, production systems, inspection systems, purchasing methods, taking of inventories, routing, dispatching, planning and cost keeping, rate setting, profit sharing and bonus systems.

20. Shop Problems

Includes a round-table conference and discussion with local industrial leaders on such subjects as, shop transportation, lighting, heating, ventilating, sanitation, safety, and other miscellaneous subjects of particular interest to the class. Each member of the class will be assigned to a problem at the beginning of the course which he will investigate and report upon before the class. So far as possible this problem will coincide with the daily interests of the student.

21. Strength of Materials II

This is a continuation of Course 11. A study of the strength of shafts, springs, hooks, and columns, riveted joints and cylinders is made. Consideration of the relation of strain and stresses on different planes of a body, and of the stresses in simple frames subjected to bending forces, is taken up.

Prerequisite—Course 11

22. Advanced Electricity

This course is a continuation of Course 9 in Applied Electricity, and is designed to give the student a fuller understanding of the more important electrical devices in industrial use. Their operation is taken up more in detail and with a greater application of mathematics.

Prerequisite—Courses 9 and 10

23. Electrical Machinery

This course is a continuation of Course 22 in Advanced Electricity, and is intended to give the student a more comprehensive understanding of the more important electrical machinery in industrial use.

Prerequisite—Courses 9, 10, 22

24. Heat Engineering

Includes a study of gases and steam, the use of steam and entropy tables and diagrams, compressors, refrigeration, gas engines, steam engines, turbines, boilers, condensors and auxiliaries.

Prerequisite—Courses 5, 7

25. Materials

A general study is made of properties and uses of materials used in engineering work, as lime, cement, concrete, brick, wood, stone, iron and steel. Methods of testing for strength are reviewed.

Prerequisite—Courses 5, 8

26. Power Plants

This course devotes considerable time and attention to the various power engines used in modern power plants. A study of boilers, fuels, and fuel economy, boiler accessories, steam and gas engines, generators and motors, switching apparatus, turbines, transmission and distribution. A study of the advantages and disadvantages of each type of appliance in given cases is made.

27. Highway Engineering

Intended to give the student a knowledge of the preliminary investigations in highway construction, design, drainage, foundations and layout for gravel, earth and crushed stone roads. The various types of pavements, sidewalks, curbs, bridges, culverts and pipe systems are studied.

28. Topographical Drawing

A study of the use of topographical maps, symbols used, and how to make them. Practice in making contour maps from field notes, with application in figuring volumes, cuts and fills, gradings, etc.

Prerequisite—Course 6

29. Structural Engineering Drawing

Consists of preparation of drawings for simple structures, the use of data in working out designs and working plans, and if time permits, the making of computations and estimates.

Prerequisite—Courses 6, 8

30. Labor Problems

A study of the fundamental principles underlying labor turnover, labor supply, methods of selection, transfers and discharges, rewarding labor and methods used, organized labor, open and closed shop principles. A study is made of various plans that are being tried as solutions to the perplexing industrial problems.

31. Economics

The causes of depression, the why and wherefore of labor troubles, the laws of relationship between government and business and industry, production, organization, division of labor, exchange, profits, wages, consumption of wealth, luxury, taxation and reforms are some of the problems considered in this course. Applications are drawn from the industrial fields.

32. Letters and Reports

The engineer is frequently handicapped through the inability to render well written and well gotten up reports of findings. This course aims to give a thorough groundwork training in building letters, sales letters, adjustment letters, letters of inquiry, application, credit and collection, and the handling of complaints. Special problems in report writing will be assigned.

33. Law of Contracts and Agency

Engineers are frequently called upon to answer simple questions as to the legality of certain procedures. This course considers the formation of contracts, operation and discharge of contracts, and many other problems relating to contractual relationships. Agency is also carefully considered.

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